



## The Position

The Energy Corridor District, located in Houston, Texas, is seeking an experienced leader as its next Executive Director. The Executive Director reports directly to the District's Board of Directors and is charged with carrying out the goals and objectives established by the Board. The Executive Director oversees a full time staff of five employees, augmented by several consulting and contracted services.

This is an exceptional opportunity for a self-motivated individual to contribute to the growth and development of one of the premier business centers in the Houston region. The Executive Director is expected to be a focal point, providing highly visible external advocacy for the District and motivational internal leadership for the staff.

Key long term expectations for the Executive Director include:

- Working with the Board to maintain a proactive, long-term vision for the District
- Continually growing the value, service area, and stature of the District
- Expanding the profile, name recognition, and positive connotations associated with the District
- Maintaining proper levels of staffing and consulting services to efficiently fulfill the service plan

## Issues and Challenges

The Board has identified several key issues and challenges that the new Executive Director will be expected to proactively address.

**VISION** The new Executive Director will have the opportunity to work with the Board to facilitate an update to the District's vision statement and suite of services. This process will include an assessment of current programs and operations for alignment with the Board's goals. The Executive Director will have opportunities to implement new ideas, programs, or procedures consistent with the agreed vision.

**LEADERSHIP** The new Executive Director will be expected to establish strong working relationships with the Board, staff, business and land owners, and regional partners. The Executive Director will be the primary external representative of and advocate for the District and needs to have the interpersonal skills to proactively establish and maintain professional relationships.

**GROWTH** The Board desires to see the District grow in value, service area, and stature and are seeking a charismatic leader who can effectively communicate and represent the District's interests, and proactively contribute to these goals.

**COMMUNICATIONS** The new Executive Director should have the skills to effectively articulate the benefits derived from District membership and the successes achieved by the District. The Board desires to see the District comprehensively marketed through a variety of media platforms to raise the perception and awareness of the District.

**INFRASTRUCTURE** Well-functioning infrastructure is key to the success of the businesses located within the District. Traffic management has long been a primary goal of the District, which the Board desires to expand. Portions of the District were impacted by Hurricane Harvey in 2017, emphasizing the need to expand the District's efforts to lead and be a part of the regional prevention and mitigation solutions. Every business in the District is highly dependent upon electrical and communications services; serving those businesses requires that the District become more connected with the private service providers in those sectors. Maintaining and improving the District's right-of-way maintenance standards is also important.

**SECURITY** Maintaining and improving the District's outstanding record of providing public safety services is imperative.

## Ideal Candidate

### Personal Qualities

- Exceptional ethical standards and integrity
- An articulate and enthusiastic communicator with great marketing skills and experience
- A charismatic leader to represent and advocate for the needs of the District, while working within the vision and guidelines established by the Board
- A strategic focus, establishing expectations and delegating internally while being an accessible resource to the staff, Board, and business community
- A self-starter who has the skills to proactively collaborate and solve problems
- Results-oriented with a focused drive to accomplish goals

### Skills/Experience

- Ability to inform and facilitate strategic decisions by the Board
- Ability to translate the Board's vision and priorities into effective action plans including setting appropriate staffing and budget levels
- Experience with infrastructure planning, construction, and maintenance
- Knowledge and experience with marketing and public relations plans including working with media outlets
- Ability to understand the key aspects of any issue and then effectively communicate and market the District's position
- Ability to communicate honestly and build trust
- Credible interpersonal skills to forge productive partnerships with stakeholders (business and property owners) and regional partners (City of Houston, Harris County, TxDOT, Metro)
- Demonstrated history of involvement in the business and/or management district professional communities, staying abreast of emerging topics and issues
- Knowledge of the funding, operations, and budgeting of a similar organization
- Prior experience/relationships in the Houston area is beneficial
- Private business experience is beneficial
- Prior experience managing similar organizations and boards is beneficial

## Education

Minimum Requirement:

- A Bachelor's degree in a relevant technical or business program

## Compensation & Benefits

The salary range for this position will be commensurate with qualifications. The District offers a full suite of employment benefits.

---

## Application Process

- Please apply no later than August 17, 2018 by submitting your resume and letter of interest to:  
[resumes@marshdarcypartners.com](mailto:resumes@marshdarcypartners.com)
- For questions or more information about this position contact:  
Sue Darcy [sdarcy@marshdarcypartners.com](mailto:sdarcy@marshdarcypartners.com)

This position is open until filled. The Energy Corridor District is an Equal Opportunity Employer. Applicants selected as finalists may be subject to a comprehensive background investigation and drug testing.

The Energy Corridor District was created in 2001 by Senate Bill No. 1226, Acts of the 77th Legislature, Regular Session, 2001, as amended by House Bill No. 3587, Act of the 78th Legislature, Regular Session, 2003, codified as Chapter 3814, Texas Special District Local Laws Code.